

---

**City of Sherwood, Oregon**  
**Planning Commission Work Session**  
**August 8, 2023**

---

**Planning Commissioners Present:**

Chair Jean Simson  
Vice Chair Rick Woidyla  
Commissioner Cory Capko  
Commissioner Teresa Montalvo  
Commissioner Tyler Barns

**Staff Present:**

Erika Palmer, Planning Manager  
Eric Rutledge, Community Development Director  
Colleen Resch, Planning Technician  
Joy Chang, Senior Planner

**Planning Commissioners Absent:**

Commissioner Justin Kai  
Commissioner Daniel Bantz

**City Council Liaison:**

Councilor Dan Standke

**WORK SESSION:**

Chair Simson called the meeting to order at 6:22 pm.

**1. CLIMATE FRIENDLY AND EQUITABLE COMMUNITIES UPDATE / DISCUSSION**

Senior Planner Joy Chang provided a presentation (see record, Exhibit A). She explained that Climate Friendly and Equitable Communities (CFEC) was established by Governor Brown's Executive Order 20-04 and Sherwood and 12 other jurisdictions have sued over the new rules and the case is currently at the Oregon Court of Appeals. Sherwood requested a stay, and it was denied. She said the CFEC rules take effect incrementally and discussed what the City needs to do at this time. Community Development Director Eric Rutledge said the lawsuit is active, but the law is in effect and needs to be implemented. Chair Simson stressed the importance of messaging and public outreach providing context to this matter. Discussion followed.

Ms. Chang asked for directions as to whether the Planning Commission should serve as the Citizen Advisory Committee (CAC) for this work and what type of community engagement strategies/activities should be considered. Planning Manager Erika Palmer said she supports the Planning Commission serving as the CAC. The Planning Commission agreed.

Ms. Chang said the next steps which include auditing the code, creating a public engagement plan, preparing future ordinance(s) to address parking reform requirements, continuing tracking other CFEC regulatory requirements and implementation timeframes, and monitoring CFEC litigation.

## 2. PROPOSED FOOD CART POD DEVELOPMENT CODE AMENDMENTS

Ms. Palmer provided a presentation regarding food carts (see record, Exhibit B). She said the City Council asked staff for a work session on food carts in the Fall of 2022. The Council requested staff to look into where food carts could be located in commercial zones including Old Town. The Council held a work session in May 2023 to review zoning options and directed staff to develop draft development code language. The direction they provided is food cart pods be located in General and Retail Commercial zoning districts but not on city-owned property. Food cart pods need to be a destination with permanent dining pavilion and restroom facilities, have five or more carts, and if located in Old Town design elements should apply. The Council reviewed the draft code language in July and asked for the Planning Commission to have a work session to review and recommend for adoption. The Council had a question about requiring certain colors for food carts on site. Discussion followed and the Planning Commission provided a few suggestions which staff noted. Ms. Palmer said she will make revisions and schedule a second work session on the topic. She anticipates that the public hearing process will start in Fall 2023.

Chair Simson adjourned the meeting at 7:45 pm.

Submitted by:

Colleen Resch

Colleen Resch, Planning Technician

Approval Date: August 22, 2023